

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: May 15, 2023

TO: Mayor and Council

FROM: Anne Berry, Director, Planning and Development Services

SUBJECT: Housing Advisory Committee – Terms of Reference Update

RECOMMENDATIONS

THAT Council:

1. Receive for information the corporate report dated May 15th, 2023, from the Director of Planning and Development Services, titled "Housing Advisory Committee – Terms of Reference Update" for consideration; and
2. Direct staff to Update Council Policy 164 - Terms of Reference: Housing Advisory Committee as per Appendix A of this report.

EXECUTIVE SUMMARY

As a part of Council's strategic priorities Council has directed staff with increasing at and below market rental housing inventory by:

- Delivering a plan, identifying location, funding, and partners, to build an affordable housing project.
- Developing an affordable housing strategy to support the creation of appropriate affordable housing options through future development.

Staff has reviewed the Housing Advisory Committee terms of reference to ensure that they are up to date and in line with best practices, to assist with actioning Council's strategic priorities.

INTRODUCTION/BACKGROUND

The White Rock Housing Advisory Committee (HAC) was established to advise the council on local-level policies, programs, and incentives that support a range of housing options and affordability levels in the city. Recently, staff made changes to the HAC mandate to align with Council's strategic objectives. The committee will review information from federal, provincial, and regional agencies related to housing, provide input on municipal approaches to supporting housing initiatives, review draft policies and reports related to housing issues, evaluate other housing-related matters referred by Council or Staff Liaison, and aim to provide a forum for stakeholders to explore partnerships that can initiate the development of affordable housing within the private and non-profit housing sectors.

Staff also proposed updates to the committee membership to ensure alignment with its strategic housing objectives. The committee will consist of up to seven voting members, including representatives from non-profit housing providers, for-profit developers, the supportive services

sector, and the community-at-large. Additionally, two non-voting staff liaisons and two non-voting councillors will serve as the Chairperson and Vice-Chairperson. Staff also propose removing the requirement for a yearly work plan developed by Council and endorsed by the committee. This would provide more flexibility, better use of resources, increased efficiency, and more autonomy for the committee. Staff have updated the membership of the Committee and recommend that those with backgrounds in the following fields/sectors would be considered an asset:

- (1) Chairperson – non-voting (member of Council);
- (1) Vice-chairperson – non-voting (member of Council);
- (2) Staff Liaison – non-voting (Director of Planning and Development Services and the Manager of Planning);
- (1) Non-market (not-for-profit) housing provider/developer;
- (1) For-profit developer;
- (1) Realtor or other professional engaged in the land sale/development sector;
- (2) Supportive services sector (e.g., care to seniors, supports for those with developmental disabilities, etc.);
- (1) Institutional sector (e.g., an employee of Peach Arch Hospital, medical services provider, etc.); and
- (1) Community-at-large members.

Staff proposes the removal of the requirements for a yearly work plan developed by Council and endorsed by the committee. This course of action is recommended for the following reasons:

1. Flexibility: Not having a rigid yearly work plan may provide more flexibility to the committee to respond to emerging issues and priorities as they arise.
2. Resource constraints: Creating a yearly work plan may require a significant amount of staff time and resources, which may be better utilized elsewhere.
3. Efficiency: The committee may be able to function more efficiently without the requirement of a yearly work plan, allowing them to focus on their core responsibilities and priorities.
4. Autonomy: The removal of the requirement for a yearly work plan may allow the committee more autonomy and self-determination in deciding how best to approach their work.

The remainder of the proposed updates to the terms of reference for HAC were mainly focused on housekeeping matters, such as aligning the terms of reference with the structure and mandate of other internal committees and best practices. The updates also aimed to improve clarity and consistency in the language used throughout the terms of reference document. By making these updates, the committee would be better equipped to carry out its mandate of providing input to the council on policies, programs, and incentives related to housing options and affordability levels in the city. Additionally, the updates would ensure that the committee operates in accordance with established standards and guidelines, which would help to enhance its overall effectiveness and efficiency.

ALIGNMENT WITH STRATEGIC PRIORITIES

Objective - Increasing at and below market rental housing inventory by:

- Action - Deliver a plan, identifying location, funding, and partners, to build an affordable housing project.
- Action - Develop an affordable housing strategy to support the creation of appropriate affordable housing options through future development.

OPTIONS / RISKS / ALTERNATIVES

The following alternative options are available for Council's consideration:

1. Council may direct staff to obtain additional information before deciding whether update the HAC Terms of Reference; or
2. Council may deny the staff's recommendations.

CONCLUSION

As a part of Council's strategic priorities Council directed staff to work toward increasing at and below market rental housing inventory. Staff has reviewed the Housing Advisory Committee terms of reference to ensure that they are up to date and in line with best practices, to assist with actioning Council's strategic priorities. Staff seek Council's endorsement to update Council Policy 164 attached as Appendix A.

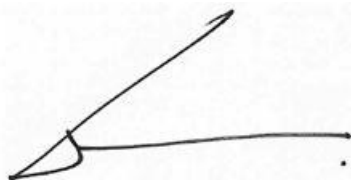
Respectfully submitted,



Anne Berry
Director, Planning and Development Services

Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report.



Guillermo Ferrero
Chief Administrative Officer

Appendix A: Updated Council Policy 164 - Terms of Reference: Housing Advisory Committee